Trumbull Community Television Commission

MINUTES

Thursday, January 22, 2026
8:00 AM via ZOOM

Attending: Vince Fini, Bill Chin, Kate Donahue, Amanda Wendt, Lara Walden, Jeff VanSteenburg, Matt Nelson
Not attending: Jens Haulund, Matt Schlenk

Meeting called to order at 8:01 AM

A. Public Comment - None

B. Administrative
   1. Approval of December 10, 2025 minutes – Motion by Fini, 2nd by Wendt. Unanimous
   2. Commissioners – we finally have a full Commission! All 5 seats are filled
   3. Review/update of station policies – No progress

C. Finance - Kate
   1. 2025-26 budget status – we are on track for the year. Lara's 10 year old computer is acting up, may have to find $$.
   2. FY2027 Budget – Presentation to the First Selectman is January 30th

D. Programming- Lara
   1. General programming
      a. Basketball games (boys and girls) are being livestreamed from the gym by Matt and Memphis
      b. Concert season is over
      c. Budget season to begin
   2. Original productions
      a. Covering Library and Senior Center events
      b. Working with the recycling coordinator for a short piece
      c. Town nurse program on vaccine stories
      d. Note to start planning for Election Night 2026 in September

E. Technical – Lara
   1. CableCast server and automation project update – February 10 is when the servers will be upgraded. We will be off the air for one day. Programming will be available on our YouTube channel and VOD (on the website) during the transition.
   2. Closed captioning – this is going well. Occasionally, the audio is not loud enough for Premier Pro to do the captioning. Age of Lara's computer is part of the issue. Matt Nelson and Lara looking at options to improve
   3. Audio board has crashed. Need a new one. Not expensive

F. Marketing/PR – Amanda
   1. Social media

a. Posting on FB is growing engagement
b. Former videographer, Drew Mezza has a digital marketing degree, Lara will tap him to see if he wants to help Amanda
c. Discussed using the Town SMS system to sent programming alerts (example: when election results come in and we are about to go on the air). Amanda will work with Bill Chin

G. THS Connection – Lara
1. More and more engagement at THS!
2. Digital Media 1 and 2 are running this semester
3. Jeff Cochrane's woodworking class is building new sets for the studio
4. Working on a music video competition
5. Several students used the studio of complete a video for the C-SPAN StudentCam Documentary competition
6. THS is working on a Digital Media pathway which means the development of more classes

H. Miscellaneous - none

Meeting adjourned at 8:36 AM

2026 Meetings: March 5, April 16, May 28, July 2, August 13, September 17, October 29, December 10